

HOME SCHOOL DISTRICT APPLICATION

REQUEST FOR EDUCATION VOUCHER FUNDING

Submit to: Arizona Department of Education, Exceptional Child Services, Attention: Vouchers Unit
1535 W. Jefferson, Bin # 24, Phoenix, AZ 85007 or FAX to: (602) 364-0428

The Home School District is responsible for ensuring that this form is completed for any child requiring placement in a private residential facility. THIS APPLICATION AND REQUIRED DOCUMENTATION MUST BE SUBMITTED TO THE ADE EXCEPTIONAL CHILD SERVICES WITHIN 60 CALENDAR DAYS OF THE CHILD'S ENTRY INTO THE RESIDENTIAL FACILITY. FAILURE TO SUBMIT THIS INFORMATION OR A REQUEST FOR EXTENTION WITHIN THAT TIMEFRAME WILL RESULT IN THE HOME SCHOOL DISTRICT ASSUMING RESPONSIBILITY FOR THE PAYMENT OF EDUCATIONAL COSTS THROUGH THE DATE THE VOUCHER DOCUMENTATION HAS BEEN RECEIVED BY EXCEPTIONAL CHILD SERVICES.

PLEASE PRINT:

NAME OF CHILD: _____ DOB: ____/____/____

Residential Facility: _____ Date of entry: ____/____/____

STATE PLACING AGENCY: _____

Contact Person: _____ Phone () _____

HOME SCHOOL DISTRICT: _____ Phone () _____

Educational Placement and funding option:

_____ (NSE) Child **is not eligible** for special education, in a residential facility for care, safety, or treatment.

_____ (CSE) Child **is eligible** for special education, in a residential facility for **care, safety, or treatment**.

_____ (RSE) Child **is eligible** for special education **and** requires a residential facility for **educational reasons**.

Signature of Home School District Representative

Date

Home school district means the school district in which the person who has legal custody of the child resides. If the child is a ward of the state and a specific person does not have legal custody of the child, the home school district is the district that the child last attended or, if the child has not previously attended a public school in this state, the school district within which the child currently resides. Reference: ARS 15-761(10)

FOR ARIZONA DEPARTMENT OF EDUCATION USE ONLY

Approval period: ____/____/____ to ____/____/____ VOUCHER NUMBER: _____

NSE CSE RSE Primary Disability Category: A EDP SLD MIMR MOMR VI HI OHI Other_____

Arizona Department of Education Representative

Date : ____/____/____

CHECKLIST FOR COMPLETING A HSD APPLICATION

- ❖ **NON-SPECIAL EDUCATION (NSE) OPTION:** If the child is determined **not eligible** for special education services, the Home School District shall submit the following documents for **NSE** Voucher funding:
 - An Education Voucher Application signed by the Home School District Representative with the **NSE** option checked.
 - An evaluation, as specified in *ARS 15-766*, by the Home School District or an addendum to a State Placing Agency evaluation which meets the requirements of *ARS 15-766*.
 - The **current** Home School District Multidisciplinary Evaluation Team (MET) Report signed by all required members indicating that the child is not eligible for special education services.
 - Prior Written Notice to the parent documenting the eligibility decision.

- ❖ **CARE SPECIAL EDUCATION (CSE) OPTION:** If the child is determined **eligible** for special education services and needs education **while in a private residential facility for care, safety, or treatment reasons**, the Home School District shall submit the following supporting data for **CSE** Voucher funding:
 - An evaluation, as specified in *ARS 15-766*, by the Home School District or an addendum to a State Placing Agency evaluation which meets the requirements of *ARS 15-766*. **If the child has been receiving special education, the district may submit the current comprehensive evaluation.**
 - The Home School District Multidisciplinary Evaluation Team (MET) Report, including the eligibility statement, signed by all required members.
 - An Individual Education Program (IEP) developed by the Home School District for the current school year with a **Least Restrictive Environment (LRE) statement** for special education services (**not** placement in a residential facility) and a notation that the **IEP will be implemented in the private residential facility for care, safety, or treatment reasons** (may be on the PWN).
 - Prior Written Notice to the parent documenting the above decision.

- ❖ **RESIDENTIAL SPECIAL EDUCATION (RSE) OPTION:** If the child is determined **eligible** for special education services and needs placement in a private residential facility for educational reasons, the Home School District shall submit the following supporting data for **RSE** Voucher funding:
 - An Education Voucher Application signed by the Home School District Representative with the **RSE** option checked.
 - An evaluation, as specified in *ARS 15-766*, by the Home School District documenting the need for residential placement. The district may submit the current comprehensive evaluation along with responses to the *Placement In A Private Residential Facility Guide* and results of the behavioral health assessment.
 - The Home School District Multidisciplinary Evaluation Team (MET) Report, including the eligibility statement, signed by all required members.
 - An Individual Education Program (IEP) developed by the Home School District for the current school year with a Least Restrictive Environment (LRE) statement identifying the need for **placement in a private residential facility for educational reasons**
 - **The IEP must include discharge criteria developed in accordance with the *Exit Criteria Guidelines* and a reintegration plan for placement into a less restrictive educational environment.**
 - Prior Written Notice to the parent proposing a change in service delivery from home school district to a residential facility.

NOTE: IF THE ABOVE REQUIREMENTS HAVE NOT BEEN SUBMITTED TO ADE/ESS WITHIN SIXTY CALENDAR DAYS OF THE CHILD'S ENTRY INTO THE RESIDENTIAL FACILITY, THE HOME SCHOOL DISTRICT IS RESPONSIBLE FOR PAYMENT OF EDUCATIONAL COSTS UNTIL THE DOCUMENTATION HAS BEEN SUBMITTED.